

Forrestal Garage Parking Tips & Suggestions for Our Customers

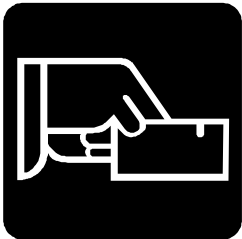
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Parking Permit Fee for 2003

The contract for the operation of the Forrestal garage is being extended effective January 2003. This is the fourth option year on a five-year contract. The contract stipulated that the annual price adjustments will be necessary to cover the hourly pay for the parking attendants, as well as, other contract administrative costs (i.e. insurance, uniforms, permits, telephones, etc.). Effective with the purchase of January 2003 the price for parking will be \$25.00 per month.



If you have any questions on this matter, please contact Byron Deegan on 586-9285.



Options for Purchasing Permits

Permit holders, you now have the option of buying your parking permits in one of two ways. The options available are purchasing your permit monthly or quarterly. The quarterly permits will be available for purchase during sales in January, April, July and October. The quarterly permit cost is \$75.00 and can be paid by either cash or check. You will also have the option of purchasing your quarterly permit with a credit card, but you will incur an additional \$2.00 surcharge, making the total \$77.00 a quarter. When buying your quarterly permits, you will not be able to receive a refund. Should you leave the agency, not use a permit for a month due to suspension or any other reason, or have an emergency, no refunds are possible. If suspended, you can not carry over or be given a refund for that month. In all cases, you can not resell or give the permit to another member for use in the garage. This is an effort to keep administrative cost down and keep the price of permits as low as possible. If your quarterly permit is lost or stolen, you can purchase a duplicate for a fee of \$15.00. If you have any questions or concerns, please contact the Parking Management Office in 202-586-4271.

DEPARTMENT OF ENERGY

PARKING MANAGEMENT OFFICE

Forrestal Parking Garage
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PARKING PERMIT

Monthly permits will be issued the last four working days of the month and the first three working days of the new month. The parking booth will be open to sell permits between the hours of 8:00 am through 3:00 pm. December permits will go on sale November 25th until December 4th. To reduce waiting time at the booth, we ask that permit holders please have their authorization card, proper government identification and old permits in hand.



We're on the Web!

<http://ma.mbe.doe.gov/admin/ParkingHome.htm>

Car Pool Anyone?

If anyone is interested in beginning a car pool between the areas of Connecticut Avenue and Wisconsin Avenue near Chesapeake Street, NW please contact the Parking Management Office at 6-4271 for details.

Disabled Car

After a long hectic day of work, you go down to your car to go home for a well deserved rest; once inside the car, you turn the key and the car doesn't start, or you notice that you have a flat tire and the spare tire is flat also. It looks like you need to get your car towed. What do you do?

First of all, notify the parking attendants (before 6:00 pm) or the security guard (after 6:00 pm) at 586-6900. They are not there to help with repairs to your car, but they can help insure that no one is blocked by your disabled car.

Call a tow truck or your towing company (e.g. AAA). Please inform the tow truck that there is a 6'9" height clearance in the garage.

Notify the garage attendants or after 6:00 pm the security guards about the tow truck. Inform them of the name of the towing company and their time of arrival.

Please note, the parking attendants do not have the equipment to "fix" your car. The attendants can not open locked cars, they do not have jumper cables, spare tires, etc.